

EVENT APPLICATION – 50 PEOPLE OR MORE



City of Yuma
Department of Community Development
Building Safety Division
One City Plaza, Yuma, Arizona 85364-1436
PHONE: (928) 373-5163 or (928) 373-5165
EMAIL: permits@yumaaz.gov

RECEIVED

01/27/2021

Guillermo/Building Safety

For Office Use Only

Permit # **63994**

of Approved
Guests

Max. 150 persons

You can also apply online for eligible permits at: <https://secure.yumaaz.gov/CitizenAccess/CitizenAccessSite/Public/Main>

The submission of this application provides no guarantee the event will be approved.

APPROVED
Alan Kircher, Deputy
Building Official

PLEASE BE ADVISED OF THE FOLLOWING INFORMATIONAL NOTICE:

PUBLIC RECORDS: This application and any document supplied as part of this application is considered a public record and may be disclosed pursuant to A.R.S. § 39-121 or displayed electronically by the City of Yuma.

IF APPROVED: Pursuant to State of Arizona Executive Order 2020-59, a copy of this application will be provided to Arizona Department of Health Services and will be posted to the City of Yuma's website. City Staff is also required to attend approved events to assure mitigation measures are followed.

Applicant Name:	Alfonso Zavala	Mobile Phone:	928-210-3480
Address:	2020 S Avenue 8E	Other Phone:	
City/State/Zip:	Yuma, AZ 85365	E-mail:	Alfonso.Zavala@azwestern.edu
Venue Name:	AWC Outdoor Ampitheatre	Venue Address:	2020 S Avenue 8E
Event Date(s):	3:00 pm March 4, 2021	Duration of Event: (hours or days)	2 hours
		# of Anticipated Guests:	150

THE FOLLOWING ITEMS MUST BE PROVIDED WITH THIS APPLICATION. Please note that all mitigation measures must meet or exceed CDC, AZDHS and Yuma County Health Department health directives to prevent the spread of COVID-19 at events. Social distancing spacing is to be a minimum of 6 feet.

Your initials are required as acknowledgement

Initial Here

An exhibit (map) depicting the location of the event. Include size of event location (square footage) building square footage, and fire occupancy of building (if known)	
Schematic showing the seating for the desired occupancy. Include table sizes and spacing of 6 feet minimum distance	
Narrative Statement listing mitigation measures, including but not limited to the items below.	
Ventilation measures if event is indoors	NA
How Food and Beverage service (if applicable) will be provided	NA
Face Coverings/Masks are required to be worn for the entirety of event	
CDC Guidance Signage "Stop the Spread" will be posted at entrances and throughout the event facility.	
Social/Physical distancing methods, such as barriers and guides; include number of entrances/exits	
Hand Sanitizer and/or Hand Washing Stations will be made available throughout the event	
Dedicated staff to enforce mitigation measures must be provided	
Pre-screening of event attendees for COVID-19 symptoms (temperature checks) will be performed	
Cleaning/Sanitizing measures prior to event and between events, if applicable, will be done	

Signature of Owner/Agent:

Date: 01/27/2021

Printed Name of Owner/Agent: Alfonso Zavala

Date: 01/27/2021

Contact person(s) to answer questions and provide assistance during the permit application process:

Randall Crist, Building Official; Phone: 928-373-5160; Randall.Crist@YumaAZ.gov; **Alan Kircher, Deputy Building Official;** Phone: 928-373-5169; Alan.Kircher@YumaAZ.gov; **John Montenegro, Building Inspection Field Supervisor;** Phone: 928-373-5171; John.Montenegro@YumaAZ.gov

APPROVED
Alan Kircher, Deputy
Building Official

AWC COLLEGE LAW ENFORCEMENT TRAINING ACADEMY GRADUATION OPERATIONAL PLAN

MISSION

The Arizona Western College Law Enforcement Training Academy will provide a safe and healthy graduation event for all recruits and invited guest.

GENERAL INFORMATION

On March 4, 2021, AWC LETA Graduation for Class #44 is scheduled to begin at 3:00 p.m. at the AWC outdoor Amphitheatre building located at Arizona Western College, 2020 S Avenue 8E.

HEALTH AND SAFETY

As a result of the current COVID-19 pandemic situation, AWC LETA has implemented increased safety and sanitation protocols to help protect the safety and health of all students and staff at the AWC LETA graduation.

The purpose of this document is to communicate those protocols and to convey expectations of all persons involved during the upcoming graduation ceremony. Adjustments to any or all of these plans or protocols will be made as necessary in order to comply with new or updated guidelines issued by the CDC, State of Arizona, or as deemed necessary by the AWC LETA.

IMPORTANT NOTE: While the implementation of the additional safety and health protocols explained in this document will help mitigate the risk of spreading or contracting the COVID-19 virus, the AWC LETA cannot eliminate the risks associated with COVID-19 completely. All students, staff and invited guest retain personal responsibility for their individual health and safety. Any individual who feels unsafe or ill at any time during the graduation, or any event associated with the delivery of this graduation is required to immediately notify an AWC LETA staff member and cease engagement in any or all activities.

GRADUATION GROUNDS

Graduation will be held at the AWC outdoor Amphitheatre building located at Arizona Western College, 2020 S Avenue 8E. The grounds are located on the north side of the Yuma Campus with parking to the east. The grounds are grass and maintained by AWC Facilities.

NUMBER OF ANTICIPATED GUEST

AWC LETA graduates have been limited to 6 guests to attend. AWC LETA has asked Law Enforcement agencies to send no more than 2 representatives per agency. We anticipate to have no more than 150 guests.

ARRIVAL AT AWC

Guest will be greeted by a staff member that will hand a program and a personal hand sanitizer bottle. All guest will be asked to sanitize and to leave masks on at all time while on AWC Campus. Guest will be asked to enter their pod and maintain a **social distancing of at least six feet in accordance with local, state and federal guidance.**

GUEST SEATING

The seating for this outdoor event is described as follows. There will be a total of nineteen pods, with in those pods 6 chairs will be placed for the immediate family of each recruit. Assigned pods per recruit have been identified. There will be NO more than 6 chairs per pod/family.

DIGNITARY SEATING

Seating for dignitary will be to the west of amphitheater and individual chairs separated by 6 to all for social distancing.

ENFORCEMENT

AWC Police will have staff on site to ask and remind guest to please use face covering will on campus. Anyone refusing to obey to the request will be asked to leave campus.

FOOD AND BEVERAGES

There will be no food or beverages provided by AWC staff to limit the risk of touching or cross contamination.

ADDITIONAL INFORMATION

AWC LETA has gone over and beyond the minimum requirement for COVID and is the only academy in the State that did not have to suspend any class time due to positive testing.

OPERATION DATES/HOURS:

Thursday, March 4, 2020

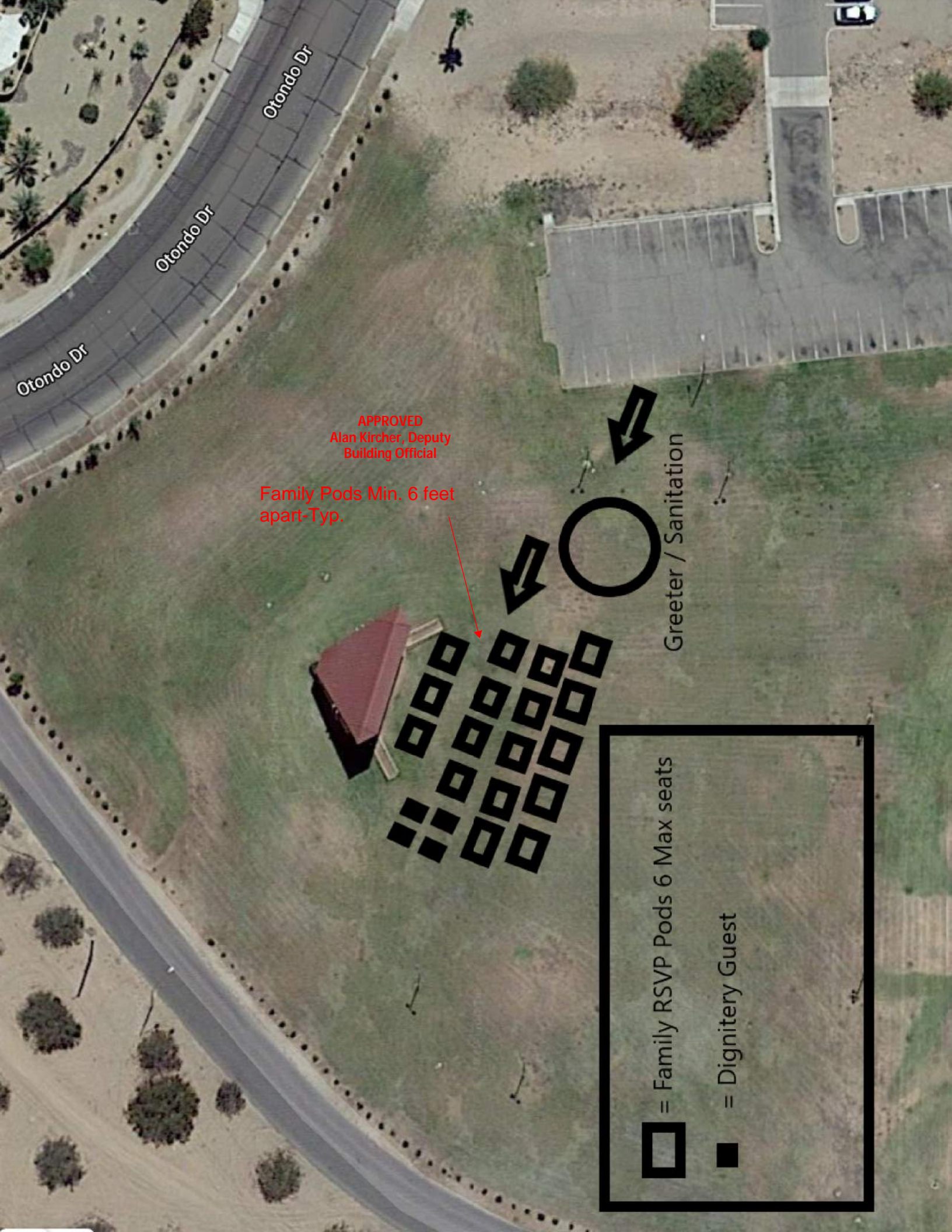
Start time: 3:00 p.m.

End time: 5:00 p.m.

APPROVED
Alan Kircher, Deputy
Building Official

DURING EVENT POINT OF CONTACT

IDENTIFIER	NAME	ASSIGNMENT	PHONE NUMBER
	Alfonso Zavala	Academy Director	928-210-3480
	Nathan Hunter	Recruit Training Officer	928-782-3653
	Chief Steve Suho	Chief of Police	928-344-5555
	Claudia Leyva	Security Liaison	928-210-4214



APPROVED
Alan Kircher, Deputy
Building Official

Family Pods Min. 6 feet
apart-Typ.

Greeter / Sanitation

□ = Family RSVP Pods 6 Max seats

■ = Dignitary Guest



Law Enforcement Training Academy

SAFETY AND HEALTH PROTOCOLS FOR THE SUMMER AND FALL SEMESTER

The Arizona Western College Law Enforcement Training Academy (LETA) is excited to begin the LETA Class #44R. As a result of the current COVID-19 pandemic situation, AWC LETA has implemented increased safety and sanitation protocols to help protect the safety and health of all students and staff at the AWC LETA campus in preparation for this training event.

The purpose of this document is to communicate those protocols and to convey expectations of all persons involved in the delivery of this training. Adjustments to any or all of these plans or protocols will be made as necessary in order to comply with new or updated guidelines issued by the CDC, State of Arizona, or as deemed necessary by the AWC LETA.

IMPORTANT NOTE: While the implementation of the additional safety and health protocols explained in this document will help mitigate the risk of spreading or contracting the COVID-19 virus, the AWC LETA cannot eliminate the risks associated with COVID-19 completely. **All students and staff retain personal responsibility for their individual health and safety. Any individual who feels unsafe or ill at any time during the delivery of this training, or any event associated with the delivery of this training is required to immediately notify a AWC LETA staff member and cease engagement in any or all activities.**

Section 1 - CDC Guidance:

The AWC LETA adopts the Center for Disease Control and Prevention (CDC) guidance on how to protect oneself and others from the COVID-19 virus.

This guidance includes:

- Knowing how the virus spreads
- Frequent hand washing/sanitation
- Avoiding touching one's eyes, nose or mouth with unwashed/unsanitized hands
- Avoiding close contact with other people
- Covering one's mouth and nose with a cloth cover when around others
- Covering coughs and sneezes using a tissue or the inside of one's elbow
- The frequent cleaning and disinfecting of regularly touched surfaces

Source: <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>

In addition, the CDC recommends an awareness of COVID-19 symptoms and the constant self-monitoring signs of illness. Symptoms may appear 2-14 days following exposure to the virus and may vary from mild to severe.

Symptoms include:

- Cough
- Shortness of breath
- Fever
- Chills
- Repeated shaking with chills
- Muscle pain
- Headache

- Sore throat
- New loss of taste or smell

Source: <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>

The following are **emergency warning signs** and symptoms of COVID-19 that may suggest the need for urgent medical attention:

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion or inability to be awakened
- Bluish lips or face

Section 2: Changes to the Delivery of the AWC LETA to Mitigate COVID-19 Risks:

- Class 44R will begin on October 19, 2020 to March 4, 2021.
- AZPOST approved
- All students requiring lodging during the training will be placed at the Cocopah Casino and Resort in a double-occupancy room.
- The students will be split into smaller groups to facilitate social distancing and minimize crowd size during most training events. Two classroom sessions will involve all students, as will mealtimes.
- Airflow will be increased by opening doors when possible and transferring training events outdoors when appropriate.
- Additional personal protective equipment (PPE) will be made available, and hourly breaks will be built into all close contact training events (training occurring within 6 feet of another person) to allow for the decontamination, cleaning and sanitation. Students will be assigned training partners to complete all close contact training to minimize cross-contamination.
- The wearing of nitrile gloves will remain optional during any training event. Gloves of various sizes will be provided by LETA. Students will be required to bring and wear duty gloves to wear during close contact training events.
- Students and staff will be required to wear cloth masks during some close contact training. The wearing of masks will remain optional during other trainings.
- Restrictions and increased scheduling and sanitation measures have been implemented surrounding use of the Academy DT Room and PT equipment.
- Students and staff will not be allowed on AWC Campus or the cafeteria. Meals will be pre-packaged and served at the Academy by Sodexo to limit cross-contamination and to allow for appropriate social distancing.
- The temperature of all students and staff will be taken at the beginning of the each day, and again after lunch. This process will be managed by the AWC LETA RTO's, LETA Program Coordinator or AWC LETA Director using a non-contact thermometer. Students or staff with a temperature of 100.4 F or above will be removed from training activities pending further medical evaluation

- Students or staff member who demonstrate signs of illness may be restricted to a hotel room or sent home until further medical evaluation can be conducted. A written release from a medical doctor may be required prior to allowing a student or staff member to reengage in training.
- Immediate notification will be made to all students, their employing agencies and AWC LETA staff following the demonstration of any signs of illness or elevated temperature in any student or staff member.

Section 3 - AWC LETA Implementation of Best Practices/Safety Protocols:

The COVID-19 virus is thought to be spread mainly from person to person through respiratory droplets produced when a person coughs, sneezes or talks. Recent studies have suggested that the virus may be spread by people not showing any symptoms of illness.

AWC LETA recommends that all students and staff treat all interactions with others as a potential asymptomatic carrier of the virus and follow the CDC guidelines.

Self-Monitoring

Self-monitoring for signs of illness is essential for the safe delivery of this training. **Any individual displaying any symptoms of illness must remove themselves from training and report their illness to a LETA staff member immediately. Emergency personnel will be contacted in response to individuals displaying emergency warning signs or symptoms.**

Hand Washing/Sanitation

Hands should be washed with soap and water for at least 20 seconds. If handwashing is unavailable, a hand sanitizer that contains a concentration of alcohol of 60% or greater should be used, rubbing hands until dry.

Students and staff will be encouraged to wash or sanitize their hands frequently throughout the day, especially after touching any exposed hard surface, such as door knobs and light switches.

To assist these efforts, AWC LETA:

- Has incorporated extra time for hand sanitation into each portion of the training schedule;
- Has placed hand sanitizing gel and wipes strategically throughout the Academy; and
- Is recommending that students and staff also have on their person a small bottle of hand sanitizer in order to be sure protocols are followed when not in close proximity to a sink or sanitizing station. (Note: Due to supply issues, we ask that students or agencies provide some for their student when possible.)

The increase of hand washing and additional use of alcohol based sanitizers can result in lost moisture of the skin. It is recommended that students and staff use a skin moisturizing ointment or cream to combat dry, cracked skin.

Social Distancing

During all on-campus events, AWCLETA requires social distancing of at least six feet in accordance with state and federal guidance. Mealtimes, lodging accommodations and most training events have been carefully designed to ensure this distance can be observed at all times.

Students and staff will be required to practice self-discipline and awareness at all times to avoid personal contact and maintain the required social distancing.

APPROVED
Alan Kircher, Deputy
Building Official

All students and staff are strongly advised to maintain social distancing practices when not present on the LETA campus to further prevent contamination.

Cloth Face Coverings

Cloth masks will be purchased by students or agency for use if they wish to wear them, or for use when social distancing of 6 feet cannot be observed. It is recommended that cloth masks are washed each evening and allowed to air dry overnight. (Please hold off on ordering - Recruits will be given an option to order personalized cloth mask on day one of zoom class)

Sanitation/Disinfection: Training Venues

The COY and AWC LETA staff are working feverishly to ensure all areas of the LETA campus remain safe through the implementation of rigorous daily cleaning, sanitizing and disinfecting schedules.

While the staff will continue their diligent efforts, students and instructors will be required to assist in these efforts by individually ensuring the routine cleaning and sanitation of various areas and equipment. EPA-approved cleaning and sanitation supplies will be made available by the COY/Yuma County and LETA at all training venues. Students and staff will be required to wipe down desks, tables and other equipment before and after each training event.

Sanitation/Disinfection - Equipment

Students and staff who have been issued or have purchased equipment for training (i.e. restraints) will be required to keep their equipment sanitized after each use. Again, EPA-approved cleaning and sanitation supplies will be made available.

Students and staff will be issued equipment and other necessary gear for use throughout the training. Students and staff will be responsible for the care, maintenance and sanitizing of this equipment under the same guidelines.

Students or staff should not borrow or loan equipment to or from another person unless absolutely necessary, to include pens, safety gear, etc. If it is necessary to share equipment, the equipment should be thoroughly sanitized and disinfected prior to transfer and again upon its return.

Classrooms

All classroom activities will respect social distancing guidelines. A majority of classroom events will occur by splitting tables throughout the classroom to ensure the six foot requirement to allow for proper social distancing while continuing to provide an environment conducive to learning and training.

Hotel Room

Hotel rooms will be double occupancy, with only two people assigned to a bathroom.

Students and staff are prohibited from visiting/socializing in hotel rooms not assigned to them. The use of the recreational lounges and work out equipment after hours and pool are allowed only when its use can be done while respecting social distancing protocols. Students who use this area or any equipment will be required to thoroughly clean and sanitize all areas and equipment used.

Meals & Refreshments

Meals for outside agencies will be pre-prepared and delivered daily to LETA campus.

References:

CDC Symptoms for Coronavirus

<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>

CDC Protect Yourself and Others

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>

CDC Cloth Face Coverings

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html>

CDC Cleaning and Disinfecting

<https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>

CDC Cleaning Vehicles

<https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/disinfecting-transport-vehicles.html>

Arizona Western College

Law Enforcement Training Academy

Additional Training Venue Safety and Health Protocols

In the interest of current health and safety standards as a result of the COVID-19 virus, the LETA has implemented additional protocols to reduce the potential for infection from the Coronavirus pandemic.

- Issuance of radios, safety equipment, SimGuns with blanks, PPE and other items to avoid cross contamination.
- Safety/Health Screening upon entering LETA and all training facilities. (PSTF, Range, Virtra)
- Assignment of partnered students for the duration of training to avoid mass contamination.
- Handcuffs and other implements if used on someone, will be sanitized after each use.
- If applicable, scenarios will be stopped at the time of potential contact.
- Maintain 6 foot social distancing whenever applicable.
- PPE required for training not within 6 feet social distancing guidelines, i.e., Defensive Tactics, Handcuffing, potential for confrontation scenarios.
- Open air training when feasible.
- Personal equipment and issued equipment decontaminated by student each night, neck guard, gloves, masks, handcuffs, etc.
- Reduced student training groups whenever possible.
- Sanitation supplies at each training venue.
- Vehicle sanitation guideline / checklist.
- Hydration fluids to be brought by the students / staff to avoid contamination areas.
- No loaning or sharing of equipment unless necessary, and sanitizing will take place before and after the use.

Each proficiency instructor will put together modified training plans to accommodate a safer training environment.

APPROVED
Alan Kircher, Deputy
Building Official

Arizona Western College

Law Enforcement Training Academy

Acknowledgement of Health and Safety Protocols

I, _____, hereby affirm I have read, understand and will abide by the health and safety protocols as outlined in the attached documents.

I understand that this is a fluid transition back to training, and that training and/or safety and health protocols may change at any time to ensure the training is valid and the health and welfare of all is taken into consideration.

I understand that my health and safety is AWC LETA's first priority, but that risk of physical injury or exposure to illness cannot be completely mitigated during the delivery of and participation in this training. I understand my individual health and safety remains my personal responsibility and will immediately notify a LETA staff member if I feel at all unsafe or ill at any time before any training event, during any training event, or in any environment associated with this training.

I affirm that I am not sick at this time and will self-monitor for symptoms related to the COVID-19 virus throughout my participation in this Law Enforcement Training Academy. If I feel at all ill, I will immediately report my illness to a LETA staff member.

Signed

Date

Printed Name